COMMANDER'S PHYSICAL SECURITY CRIME (SEXUAL ASSAULT) PREVENTION CHECKLIST

Unit Inspected:	Date Inspected:		
Inspectors:			
SECTION I - UNIT COMMANDERS			
General		**Yes**	**No**
Does the unit have a crime-prevention program according to AR 190-13?			
Is an officer or noncommissioned officer (NCO) (staff sergeant or above) appointed in writing as the unit crime-prevention officer or NCO?			
Are new unit personnel briefed on crime prevention and personal-security procedures, and is the briefing incorporated into regularly scheduled training?			
Are procedures or standing operating procedures (SOPs) established to ensure the safety and security of personnel?			
Are unannounced checks made of unit areas?			
Is sexual assault prevention training conducted and is the training documented and kept on file?			
Does the command place emphasis on the prevention of sexual assault and other related crimes?			
Are corrective action plans initiated when deficiencies are reported or noted?			
Has the commander prohibited or limited the consumption of alcohol in the barracks?			
Does the unit have an established visitor policy that prohibits visitors after a designated hour and is this policy enforced?			
Does the unit have the most-current list of off-limit areas in the community posted?			
Are incidents of sexual assault reported immediately to the provost marshal and the sexual assault response coordinator (SARC)?			
Is sexual assault prevention discussed in unit safety briefings at high-risk periods, such as during pre- and post-deployment and before holiday weekends?			
Are Soldiers aware of sexual assault risk factors and basic preventive techniques?			

Does the unit consider sexual assault prevention when arranging sleeping quarters in a deployed environment?		

Crime-Prevention Standing Operating Procedure (SOP)	Yes	No
Does the unit have a written unit-level crime-prevention SOP?		
Does the SOP address the prevention of sexual assault?		
Does the SOP explain the responsibilities of the crime-prevention officer or NCO or the senior occupant?		
Does the SOP outline individual security responsibilities?		
Does the SOP outline unit security responsibilities, including providing for unit security procedures and education on the prevention of sexual assault?		
Does the SOP include POC information for reporting incidents (military police desk and the SARC), crime-prevention surveys (Criminal Investigation Command), and physical security for access control or structural deficiencies (garrison provost marshal physical security staff)?		
Does the SOP address the random conduct of unit-level crime-prevention inspections and surveys of workareas and barracks?		
Are emergency telephone numbers posted on all public and pay telephones?		
Charge of Quarters (CQ)	**Yes**	**No**
Are unit CQs used when barracks buildings are not equipped with adequate exterior and interior locking devices to control access?		
Does the CQ have written instructions that outline specific security checks to be made when he or she is on duty?		
Does the CQ follow established procedures when conducting these checks?		
Does the unit have a visitor's register system to identify strangers in the barracks?		
Is the CQ required to maintain a duty log while on duty?		
Does the CQ have a current roster of unit personnel and their room numbers?		
Are unit offices, locker rooms, dayrooms, and storage rooms secure when not in use?		
Is access to offices, dayrooms, barracks, and other rooms and areas controlled or monitored by the CQ or by electronic means?		
Does the CQ conduct periodic checks to make sure barracks-room doors are locked?		

Billets / Barracks	**Yes**	**No**
Are specific procedures or safeguards used to control unauthorized access to unit facilities?		
Are crime-prevention posters displayed to ensure maximum visibility?		
Are all rooms adequately secured when occupants are asleep or absent?		
Do locks on exterior doors provide adequate security?		
Are exterior doors equipped with peepholes so that occupants can see who is outside the door?		
Are hallway, stairwell, and basement lights left on at all times or equipped with a motion-activated switch to prevent someone from turning them off?		
Building Exterior and Parking Lots	**Yes**	**No**
Are building exterior and parking-lot lights adequate and operational?		
Are all building doors and windows secured?		
Is access to the facility controlled when the facility is occupied?		
Is access to the entire facility controlled?		
Is access to the area surrounding the facility controlled when the facility is occupied?		
Are trash receptacles, landscaping features, and other features more than 1 foot high within 30 feet of the facility, and do they offer concealment for an aggressor?		
Is the facility surrounded by a perimeter fence?		
Is the fence that surrounds the facility at the required minimum distance from the facility?		
SECTION II - GARRISON COMMANDERS		
General	**Yes**	**No**
Does the community have a crime-prevention program in accordance with AR 190-13?		
Is an officer or NCO (staff sergeant or above) appointed in writing as the community crime-prevention officer or NCO?		
Are crime-prevention surveys conducted in accordance with FM 3.19-30, appendix B?		
Do crime-prevention surveys address the security of the particular facility as well as its surrounding area?		
Does the community maintain, publish, and post a current list for off-limit areas in the community?		

Are personnel who are new to the community briefed on crime prevention and personal security procedures, including sexual assault, and is this briefing incorporated into regularly scheduled community inprocessing training?		
Does the community crime-prevention officer or NCO or the supporting community military police conduct unannounced inspections, and are required corrective actions initiated?		
Are unannounced checks made of clubs, gyms, and other public areas?		
Do the military police and other first responders receive rape-victim sensitivity training?		
Are emergency telephone numbers posted on all telephones, including public and pay telephones?		
Crime-Prevention Plan	**Yes**	**No**
Does the community have a published community-level crime-prevention plan?		
Does the community crime-prevention plan address the prevention of sexual assault?		
Does the plan explain the responsibilities of the crime-prevention officer or NCO or other key personnel responsible for crime-prevention program management?		
Does the plan outline individual, unit, and activity security responsibilities?		
Does the plan outline community security responsibilities, including providing community-wide security education and training on the prevention of sexual assault?		
Does the plan include a section that identifies reporting procedures for all types of crime?		
Does the plan include a section that addresses random community crime-prevention inspections and surveys of public, work, housing, and barracks areas?	**Yes**	**No**
Public Facilities		
Are specific procedures or safeguards used to control unauthorized access to public facilities?		
Are crime-prevention posters displayed to ensure maximum visibility?		
Are all rooms adequately secured when not in use?		
Do locks on exterior doors provide adequate security?		
Are hotel-room doors equipped with peepholes so that occupants can see who is outside the door?		
Are hallway, stairwell, and basement lights left on at all times or equipped with a motion-activated switch to prevent someone from turning them off?		

Housing and Barracks Facilities	Yes	No
Are specific procedures or safeguards used to control unauthorized access to housing and barracks facilities?		
Are crime-prevention posters displayed to ensure maximum visibility?		
Are all rooms, buildings, and storage facilities adequately secured when not in use?		
Do locks on exterior doors and windows provide adequate security?		
Is key control properly maintained and locks replaced when the current occupants move out?		
Are parking lots and building entryways equipped with adequate lighting?		
Is the physical structure (for example, doors, doorframes, locking devices) adequate to prevent or delay forced entry?		
Are exterior doors equipped with peepholes so that occupants can see who is outside the door?		
Are hallway, stairwell, and basement lights left on at all times or equipped with a motion-activated switch to prevent someone from turning them off?		
Building Exteriors and Parking Lots	**Yes**	**No**
Are building exterior and parking-lot lights adequate and operational?		
Are all building doors and windows secured?		
Is access to the facility controlled when the facility is occupied?		
Is access to the entire facility controlled?		
Is access to the area surrounding the facility controlled when the facility is occupied?		
Are trash receptacles, landscaping features, and other features more than 1 foot high within 30 feet of the facility?		
Are items that obstruct view or provide concealment within 30 feet of the facility?		
Is the facility surrounded by a perimeter fence?		
Is the fence that surrounds the facility at the required minimum distance from the facility?		
Are security cameras used as a crime-prevention measure?		
Do military police or other designated personnel conduct security checks and make random security patrols of both public and private areas (for example, housing and barracks)?		

SECTION III - REMARKS